

**PROCEEDINGS OF THE BROWN COUNTY**  
**PUBLIC SAFETY COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on Wednesday, April 5, 2010 at the Brown County Public Safety Communications Center – 3028 Curry Lane,, Green Bay, WI

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**Present:** Carole Andrews, Bill Clancy, Tom DeWane, Andy Nicholson,  
Andy Williams

**Also Present:** Tom Hinz, Jayme Sellen, Don VanderKelen, Debbie Klarkowski  
Shelly Nackers, Dennis Kocken, John Luetscher, Fred Mohr  
John Lampkin, Cullen Peltier, Judge Don Zuidmulder  
Supervisors Moynihan, Wetzels, Kaster, Fleck, & Erickson  
Other Interested Parties

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**I. Call Meeting to Order:**

The meeting was called to order by Chairman Andy Nicholson at 5:30p.m.

**II Approve/Modify Agenda:**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to approve the agenda. MOTION APPROVED UNANIMOUSLY**

**III. Approve/Modify Minutes of March 2, 2010:**

**Motion made by Supervisor Clancy and seconded by Supervisor Andrews to approve the minutes. MOTION APPROVED UNANIMOUSLY**

**1. Review Minutes and Reports of:**

- a. Criminal Justice Coordinating Board (February 23, 2010)
- b. Emergency Medical Services Council (February 17, 2010)
- c. Fire Investigation Task Force Board of Directors (January 14, 2010)

**Motion made by Supervisor Andrews and seconded by Supervisor Clancy to suspend the rules and receive and place on file 1a., b, & c. MOTION APPROVED UNANIMOUSLY**

**Closed Session:**

- 2. A closed meeting pursuant to sec. 19.85 (1)(e) Wis. Stats., deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (intergovernmental Agreement between Ashwaubenon and Brown County concerning the transfer of dispatch responsibility):**

*(Moved after #9 on the agenda to await the arrival of Attorney Mohr)*

**Motion made by Supervisor Williams and seconded by Supervisor Andrews to enter into closed session at 5:40 p.m. Roll Call. All Present.**

**Ayes: Andrews, Clancy, DeWane, Williams**

**Nays: Nicholson**

**MOTION APPROVED 4-1**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to return to regular order of business at 6:25 p.m..**

**Roll Call. All Present MOTION APPROVED UNANIMOUSLY**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to accept the agreement.**

Additional questions were asked of Shelly Nackers regarding number of calls and population of Ashwaubenon. Supervisor Wetzel suggested the call numbers be considered as Ashwaubenon hosts many of tourists with the various activities held there, instead of population. Additional staff that will be required was discussed, with Debbie Klarkowski of Human Resources reporting that the analysis that was conducted resulted in 6.5 additional people. Ms. Nackers opined that 8 would be needed.

Attorney Fred Mohr explained that a labor agreement would need to be negotiated with Ashwaubenon, subject to the existing labor contract with the Teamsters. The present contract states that any new positions with the County first need to be posted within the unit itself. There are presently three part-time county people who would be given priority over anyone coming from the outside, i.e. Ashwaubenon. Consequently, the proposed agreement on which the above motion was made would be in conflict with the existing agreement. Therefore, he recommended that the proposed agreement be changed to accommodate the existing agreement with the Union.

Ms. Nackers provided additional information regarding call numbers, staffing, etc. Supervisor Andrews requested that she provide a graph of the past five years showing number of calls, staff, and over-time.

**Motion amended by Supervisor DeWane and seconded by Supervisor Andrews to accept the agreement as amended - that it be in conformity with the existing Labor Agreement. MOTION APPROVED UNANIMOUSLY**

**Resolutions:**

3. **Resolution Supporting the Renovation of the Federal Courthouse in Green Bay for the Eastern District of Wisconsin:**

**Motion made by Supervisor DeWane and seconded by Supervisor Clancy to approve. MOTION APPROVED UNANIMOUSLY**

**District Attorney:**

4. **Monthly Drug Criminal Complaint Numbers (standing item):**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Sheriff:**

**5. Budget Status Financial Report for February 2010:**

**Motion made by Supervisor Andrews and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**6. Key Factor Report, April 2010 and Jail Average Daily Population by Month and Type for the Calendar Year 2010:**

Sheriff Kocken reported that population is slightly increased over February, however, there is still one pod closed. There are presently seven male juveniles and no females.

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**7. Ordinance re: To Create Sec 30.01 of the Brown County Code entitled "Purchase and Sale of Scrap Metal." *Held for one month.***

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to approve.**

**Ayes: Andrews, Clancy, DeWane, Nicholson**

**Nays: Williams MOTION APPROVED UNANIMOUSLY**

**8. Update regarding the status of our direction to staff" to come up with a comprehensive cost/benefit analysis regarding the feasibility of relocation the Sheriff's Department, considering all options currently available to us including space needs analysis, the impact of removing properties under consideration from the tax rolls, and the option of doing nothing at this time" that was approved unanimously at the October 7, 2009 Public Safety Committee meeting.**

Supervisor Andrews stated she asked this item be on the agenda for an update. At the suggestion of Supervisor Clancy and confirmed by Corporation Counsel John Luetscher, the consensus was to refer the matter to the Facilities Master Plan Sub-Committee.

**Motion made by Supervisor Andrews and seconded by Supervisor Clancy to refer to the Facilities Master Plan Sub-Committee. MOTION APPROVED UNANIMOUSLY**

**9. Director's Report:**

Supervisor Clancy asked whether landscaping at the jail could be done by Huber inmates as many are not working. Sheriff Kocken explained the only issue with that relates to inmates doing union work. Mr. Luetscher was directed to review the collective bargaining agreement and return with an answer.

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to receive and place on file. MOTION APPROVED UNANIMOUSLY**

*(Back to #2 – Closed Session upon the arrival of Attorney Mohr)*

**Public Safety Communications:**

**10. Budget Status Financial Report for December 2009 and February 2009:**

**Motion made by Supervisor Andrews and seconded by Supervisor Clancy to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**11. Budget Adjustment Request (#10-28): Increase in expenses with offsetting increase in revenue:**

Cullen Peltier explained this budget adjustment will bring the Federal COPS Grant revenue into the Radio Project Fund and provide electronic equipment to connect a tower site to the 911 dispatch center, along with a stand-by power system, and an architect/consultant for verification of site, FCC licensing and engineering.

**Motion made by Supervisor Williams and seconded by Supervisor DeWane to approve. MOTION APPROVED UNANIMOUSLY**

**12. Budget Adjustment Request (#10-33): Increase in expenses with offsetting increase in revenue:**

Peltier explained that Brown County Emergency Management was awarded a grant in the amount of \$12,597 to conduct a functional exercise for the Central Brown County Water Authority. The funds will be used to hire a contractor to develop and conduct the exercise. Additionally, the contractor will be responsible for completing a Homeland Security Exercise and Evaluation Program Compliant After-Action Report.

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to approve. MOTION APPROVED UNANIMOUSLY**

**13. Budget Adjustment Request (#10-38): Increase in expenses with offsetting increase in revenue:**

The City of Green Bay was awarded an ARRA Port Security Grant for EOC upgrades, interoperable communications, and equipment to enhance maritime response. Under the grant, Brown County Emergency Management will purchase equipment and be reimbursed through the Green Bay Police Department. The equipment includes a system to monitor port cameras, radios, and a mobile data terminal for the EOC, along with an incident command software kit.

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to approve. MOTION APPROVED UNANIMOUSLY**

**14. Request to approve contract with Pre-Emergency Planning for developing and conducting a functional exercise for the Central Brown County Water Authority:**

This request is to approve the contract/agreement to develop and conduct the functional exercise for the CBCWA as addressed in #12 above. The plan

included in packet material explains the scope of services, the actual functional exercise, and the responsibilities of the Emergency Management Department, along with those of the CBCWA.

**Motion made by Supervisor Williams and seconded by Supervisor DeWane to approve. MOTION APPROVED UNANIMOUSLY**

15. **Initial Resolutions authorizing the Issuance of Not to Exceed \$21,265,000 Corporate Purpose General Obligation Bonds of Brown County, WI in one or more series at one or more times.**

- a. **Public Safety Communications – Radio Interoperability two-way radio system – Phase II: Initial Resolution authorizing General Obligation Bonds in an amount Not to Exceed \$10,700,000:**

Bonds are for the purpose of paying the cost of building system upgrades, courthouse complex wiring infrastructure upgrades, and solar hot water project.

**Motion made by Supervisor Clancy and seconded by Supervisor Williams to approve. MOTION APPROVED UNANIMOUSLY**

- b. **Sheriff Department – Law Records Management System (LRMS): Initial Resolution authorizing General Obligation Bonds in an amount Not to Exceed \$881,800:**

These bonds are for the purpose of paying the costs of installing, configuring, and implementing a law records management system.

**Motion made by Supervisor Williams and seconded by Supervisor Andrews to approve. MOTION APPROVED UNANIMOUSLY**

16. **Director's Report:**

Interim Director, Shelly Nackers, highlighted activities during the last reporting period (attached).

- Computer Aided Dispatch (CAD) System Software Upgrade – The upgrade has been postponed until fall as testing did not go as anticipated
- Radio T-1 Downtime – A T-1 line issue on March 11<sup>th</sup> resulted in radio operation being moved to back up radios for 5 hours and 40 minutes. AT&T is working on the problem.
- Radio Consultant RFP-GeoComm – A meeting will be set up with the Radio Committee created by the Public Safety Committee.
- National Tele-Communicators Week will be celebrated on Tuesday, April 13<sup>th</sup> at 4 p.m. at the Neville Public Museum
- Public Education Opportunities
  - March 4 – 4 segments on Good Day Wisconsin
  - March 27<sup>th</sup> – Inside Business Media Production in Madison
  - Syble Hopp School presentation
- Communications Center Training was held in suicide/crisis intervention, MABAS refresher, communication training officer class, and emergency medical dispatch quality assurance.

**Motion made by Supervisor Williams and seconded by Supervisor Andrews to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Circuit Courts:**

**17. Budget Status Financial Report for February 2010:**

**Motion made by Supervisor Andrews and seconded by Supervisor Williams to receive and place on file. MOTION APPROVED UNANIMOUSLY**

Judge Don Zuldmulder asked for approval for the Drug Court Coordinator to attend a professional conference in EauClaire at a cost of \$515. Although not on the agenda, the committee was of the consensus to approve.

**Clerk of Courts:**

**18. Budget Status Financial Report for December 209 and February 2010:**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Medical Examiner:**

**19. Budget Status Financial Report for December 2009:**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Other:**

**20. Audit of Bills:**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to approve audit of bills. MOTION APPROVED UNANIMOUSLY**

**21. Such other Matters as Authorized by Law: None**

**Motion made by Supervisor DeWane and seconded by Supervisor Andrews to adjourn at 7:20 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel  
Recording Secretary

# DEPARTMENT OF PUBLIC SAFETY COMMUNICATIONS

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Emergency Communication Services  
9-1-1 Center Operations  
Emergency Management

Shelly Nackers  
Interim Director

## Director's Report April 5, 2010

1. **Computer Aided Dispatch (CAD) System Software Upgrade**
  - a. Testing has not gone as well as anticipated and the upgrade has been postponed until fall.
2. **Radio T-1 Downtime**
  - a. 3/11/10 – we experienced a T-1 line issue that resulted in radio operations being moved over to the back-up radios. The outage lasted 5 hours, 40 minutes and was a result of water in the line. AT&T is working on the issue and we have requested an alternate solution for the future.
  - b. This effected all 800 Mhz Radio's which includes Green Bay PD, Green Bay Fire, BC Jail, Ashwaubenon Public Safety
3. **Radio Consultant RFP - GeoComm**
  - a. First Call 3-3-10
  - b. On-site April 6<sup>th</sup> thru 8<sup>th</sup> to visit sites and meet with agencies
  - c. Next step is to set-up a meeting with the Radio Committee that you have set up.
4. **National Telecommunicators Week Awards**
  - a. Tuesday, next week – April 13<sup>th</sup> at 4:00 p.m. at the Neville Public Museum
5. **Public Education Opportunities**
  - a. Good Day Wisconsin – Thursday, March 4<sup>th</sup> – 4 segments
  - b. Inside Business Media Production – aired March 27<sup>th</sup> in Madison
  - c. Syble Hopp School
6. **Communications Center Training**
  - a. Suicide / Crisis Intervention – March 3, 4
  - b. MABAS Refresher
  - c. Communication Training Officer Class
  - d. Emergency Medical Dispatch Quality Assurance

Regards,

Shelly Nackers  
Interim Director



